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71-2932

28 JUN 1971

MEMORANDUM FOR: Deputy Director for Science & Technology  
Deputy Director for Plans  
Deputy Director for Intelligence  
Deputy Director for Support  
Inspector General  
General Counsel  
Legislative Counsel  
Director of National Estimates

SUBJECT : Presidential Libraries Program

25X1 REFERENCE : [REDACTED] Agency Participation in Presidential  
Libraries Program

1. Attached is a recently completed study on the Presidential Libraries Program. I agree with the conclusions and have approved the recommendations.

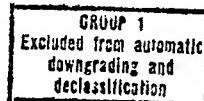
2. As a first step, please appoint a senior official, preferably one reporting directly to you, as your representative for the Presidential Libraries Program. He will be provided guidance and assistance by the Chief, Support Services Staff/DDS until such time as the National Archives and Records Service issues a call for contributions to the Nixon Library. At that point the Director will appoint a senior Agency official who will be charged with the overall organization and management of the Nixon Library Project.

3. Once appointed your representative should do the following:

a. Establish a central point within your Directorate or Independent Office to maintain a listing of documents sent to the White House or National Security Council.

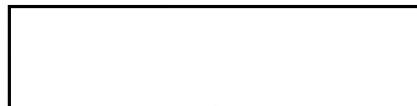
b. Review the DCI guidelines (Tab C to attached Staff Study) and your Directorate's previous guidelines for the Johnson Library and provide recommendations through you to me for updating guidelines for the Nixon Library.

**SECRET**



c. Establish a means for identifying and assembling documents for the Presidential Library collection effort (based on criteria approved by the DCI for the Nixon Library). Documents may be held within Directorates or Independent Offices under whatever controls you wish to impose.

6. Please advise me by 15 July who your representatives will be. Your recommendations for new guidelines on contributions to the Nixon Library would be appreciated by 1 August. Shortly thereafter I will review them with the Director and advise.



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L. K. White  
Executive Director-Comptroller

Attachment:

Staff Study: Presidential Libraries and the Agency - w/Attachments

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